

# **Accreditation of Arkansas Schools and School Districts**

## **Monitoring Process and Procedures**

### **2019-2020**



# Monitoring Process

The Arkansas Department of Education's (ADE) monitoring process is based on the Arkansas Department of Education Rules Governing Standards for Accreditation of Arkansas Public Schools and School Districts, July 2018. The monitoring process is designed to assess the degree to which accreditation requirements are being fulfilled. In addition, the monitoring process provides an opportunity for ADE to provide technical assistance to LEAs in order to strengthen their program administration and improve the quality of programs and interventions being implemented. As per Ark. Code Ann. § 6-15-206, ADE is required to conduct compliance reviews to ensure that LEAs meet the Standards for Accreditation. In addition as per Ark. Code Ann. § 6-15-2202, ADE is required to monitor implementation of state code, rules and regulations. The following tiered monitoring system has been established to inform LEAs of their accreditation status:

## **Tier 1 - Desk Monitoring**

Each year all LEAs will begin in the desk monitoring tier which utilizes the Standards for Accreditation (SFA) tool and information found on the district website. LEAs will be notified of their pending accreditation status monthly by automated email. ADE may request the LEA provide additional information in order to achieve clarifying information regarding full compliance with the Standards for Accreditation. LEAs may contact the Standards and Systems Support Unit for opportunities to receive guidance and technical assistance.

## **Tier 2 - Request Additional Information**

The LEA will be notified by the Standards and Systems Support Unit if additional documentation is needed to meet the Standards for Accreditation. LEAs may require technical assistance at this tier.

## **Tier 3 - Deeper Dive into Data or Evidence**

Tier 3 monitoring may require the submission of additional documentation from the LEA, more intensive technical assistance, a site visit by ADE staff or other remedies determined in consultation with the LEA. If compliance issues are not resolved through Tier 3 support, the LEA may move to Tier 4 for an onsite review of documentation and practices.

## **Tier 4 – Onsite Monitoring**

LEAs can be selected for onsite monitoring based on (1) a request from the Superintendent, School Board, Commissioner or Assistant Commissioner (2) the risk assessment score meets the high risk threshold, (3) a sampling of LEAs or an established cycle, or (4) the tiered monitoring system. After an on-site monitoring is conducted, a letter will be sent to the superintendent outlining recommendations and/or required corrective actions. The LEA will have ten (10) business days to complete and submit the necessary documentation to ADE for approval.

At any time, a public school or public school district which does not meet the Standards for Accreditation, as determined by the Department, shall be notified in writing of the deficiency and the timeline for correction. Any deficiency unresolved shall be reported to the State Board of Education for consideration of action.

# Risk Assessment

A risk assessment will be completed annually to assist ADE in identifying districts which may be at risk of not being in compliance with state or federal laws or requirements. Evidence for the risk assessment will be collected throughout the school year and scores updated to reflect new information. LEAs earning 50 points or more on the risk assessment will be considered high risk for onsite monitoring.

Risk Criteria	Value	Points Earned
District uses a private auditor or had an audit finding in previous year	30	
District is receiving Level 4 or Level 5 Support	20	
District or school has a Probation or Citation during previous year	20	
District is identified as high risk by any ADE unit	20	
District has 40% or more students in need of support in reading in previous state assessment	15	
District has been identified as fiscal distress or early intervention	15	
District has unspent federal grant funds that were required to be returned to ADE	10	
District has a new bookkeeper	5	
District has a new superintendent	5	
District or school was late in submitting a budget or required report	5	
District has not participated in an onsite monitoring in the last five (5) years	5	
<b>TOTAL POINTS</b>	<b>150</b>	

# Standard 1: Academics

## Standard 1-A Curriculum and Instruction

1-A.1	Each public school district board of directors shall annually adopt and implement <b>written curriculum</b> aligned to the Arkansas Academic Standards for the operation of the school district in accordance with the laws of the State of Arkansas and the rules of the Department. Reading, writing, speaking and personal success skills shall be incorporated into all curriculum areas. (D/C)	•A.C.A. § 6-15-1505	<ul style="list-style-type: none"> <li>•Written curriculum documents required for Math, Literacy, Science and Social Studies</li> <li>•Board minutes</li> </ul>
1-A.1.1	For <b>Grades K-4</b> , all students shall receive instruction annually in each of the following content areas (S/P)		
1-A.1.1.1	English Language Arts	<ul style="list-style-type: none"> <li>•A.C.A. § 6-16-146</li> <li>•Includes cursive writing by grade 3</li> </ul>	
1-A.1.1.2	Mathematics		
1-A.1.1.3	Social Studies		
1-A.1.1.4	Science		
1-A.1.1.5	Fine Arts	<ul style="list-style-type: none"> <li>• A.C.A. § 6-16-130</li> <li>• ADE Rules Governing Visual Art and Music Instruction for Students in Grades one Through Six (1-6)</li> </ul>	<ul style="list-style-type: none"> <li>• K must have fine arts instruction but there are no requirements for time or content certification</li> <li>• Grades 1-4 must have 40 minutes of art and music weekly or the equivalent (1440 minutes per year) and teacher must be certified in content area</li> </ul>

1-A.1.1.6	Health and Safety Education and Physical Education	<ul style="list-style-type: none"> <li>• A.C.A. § 6-16-132</li> <li>• ADE Rules Governing Nutrition and Physical Activity Standards and Body Mass Index</li> </ul>	<ul style="list-style-type: none"> <li>• K-4 must have 40 minutes of PE weekly (not equivalent)</li> </ul>
1-A.1.2	For <b>Grades 5-8</b> , all students shall receive instruction annually in each of the following content areas (S/P)	A.C.A. § 6-16-103	
1-A.1.2.1	English Language Arts		
1-A.1.2.2	Mathematics		
1-A.1.2.3	Science		
1-A.1.2.4	Social Studies		
1-A.1.2.5	Physical Education	<ul style="list-style-type: none"> <li>• A.C.A. § 6-16-132</li> <li>• ADE Rules Governing Nutrition and Physical Activity Standards</li> </ul>	<ul style="list-style-type: none"> <li>• Grades 5-8 must have 40 minutes of PE weekly or the equivalent (1440 minutes per year)</li> </ul>
1-A.1.2.6	Fine Arts	<ul style="list-style-type: none"> <li>• A.C.A. § 6-16-130</li> </ul>	<ul style="list-style-type: none"> <li>• Grades 5-6 must have 40 minutes of art <u>and</u> music weekly or the equivalent (1440 minutes per year)</li> <li>• Grades 7-8 must have 40 minutes of <u>either</u> art or music weekly or the equivalent (1440 minutes per year)</li> </ul>
1-A.1.2.7	Health and Safety		

1-A.1.2.8	Career and Technical Education		<ul style="list-style-type: none"> <li>Students must have a semester of Career Development or Career Orientation <b>AND</b> a semester of Keyboarding or Keycode in grades 7 or 8</li> </ul>
1-A.1.2.9	A unit of <b>Arkansas history</b> shall be taught as a social studies subject at each elementary grade level in every elementary school in the state with greater emphasis at the fourth (4th) and fifth (5th) grade levels, and at least one (1) full semester of Arkansas history taught to all students at the 7th, 8th, 9th, 10th, 11th or 12th grade level in every public secondary school in the state. (S/P)	<ul style="list-style-type: none"> <li>A.C.A. § 6-16-124</li> </ul>	
1-A.1.2.10	Upon approval by the Department, courses taught in grades 5-8 may be offered for <b>high school graduation credit</b> . Courses shall have the same rigor as those taught in high school, but content for a single course may be taught over a two-year period. Teachers shall be licensed, or teaching under an approved waiver, in the course taught with students participating in appropriate examinations. ( S/P)		<ul style="list-style-type: none"> <li>Must get new approval when new academic standards are adopted</li> </ul>
1-A.1.3	For <b>Grades 9-12</b> , the following content areas shall be offered annually for a total of 38 units, except as other allowed by law and these rules (S/P)	<ul style="list-style-type: none"> <li>A.C.A. § 6-16-103</li> </ul>	
1-A.1.3.1	English Language Arts - 6 units		
1-A.1.3.2	Science - 5 units		
1-A.1.3.3	Mathematics - 6 units		
1-A.1.3.4	Computer Science - 1 unit	<ul style="list-style-type: none"> <li>A.C.A. § 6-16-147</li> </ul>	
1-A.1.3.5	Foreign Languages - 2 units of same language		<ul style="list-style-type: none"> <li>Options include sign language</li> <li>A.C.A. §6-16-142</li> </ul>

1-A.1.3.6	Fine Arts - 3 ½ units	• A.C.A. § 6-16-130	
1-A.1.3.7	Social Studies - 4 units		
1-A.1.3.8	Health and Safety Education and Physical Education - 1 ½ units	• A.C.A. § 6-16-132	• A.C.A. § 6-16-132
1-A.1.3.9	Career and Technical Education - 9 units of sequenced career and technical education courses representing three (3) occupational areas	<a href="#">Arkansas Department of Career and Technical Education Program Operational Guide</a>	• Schools must offer 1 program of study from 3 different Occupational Areas annually. Each Occupational Area defines the required entry level (core) course for each program of study. Core courses must be offered annually.
1-A.1.3.10	Course offerings shall include <b><u>advanced educational courses</u></b> in accordance with the laws of the State of Arkansas and the rules of the Department (S/P)	• A.C.A. § 6-16-1204	
1-A.1.3.11	Beginning with the freshman class of 2017-18, all students must earn credit in a course that has <b><u>personal and family finance</u></b> standards (S/P)	• A.C.A. § 6-16-135 • Act 466 of 2019	
1-A.1.4	Following the Course Approval Process, a public school may request to <b><u>combine or embed</u></b> the Arkansas Academic Standards from two (2) separate courses into one (1) combined course. The public school must continue to teach the Arkansas Academic Standards for each separate course that is combined. (S/P)	• A.C.A. § 6-15-202 (b)(2)(B)	
1-A.2	A unit of credit shall be awarded for a course which meets for a minimum of <b><u>120 clock hours</u></b> unless the public school district awards units of credit based on subject matter competency in compliance with the public school district's approved plan under Ark. Code Ann. § 6-15-216. (S/P)	• A.C.A. § 6-15-216	

1-A.3	Each public school district shall ensure that all required <b><u>courses are taught in accordance with the laws</u></b> of the State of Arkansas and the rules of the Department. A list of the required courses approved by the State Board of Education is posted annually on the Department website. (D/P)	<ul style="list-style-type: none"> <li>• A.C.A. § 6-15-213</li> <li>• 38 Required Courses List</li> </ul>	
1-A.4	Each public school district superintendent shall submit a signed statement of assurance to the department verifying that the public school district has established <b><u>procedures and monitoring</u></b> processes to ensure that the content of each course offered by the district is consistent with the Arkansas Academic Standards. (D/C)	• A.C.A. § 6-15-1505	<ul style="list-style-type: none"> <li>• Procedures must be written</li> </ul>
1-A.5	Each public school district shall adopt a <b><u>school calendar</u></b> and provide planned instruction per day in accordance with the laws of the State of Arkansas and the rules of the Department. (D/C)	• A.C.A. § 6-10-106 (f)	<ul style="list-style-type: none"> <li>• School Calendar</li> <li>• Board Minutes</li> </ul>
1-A.5.1	Each public school shall provide a minimum of <b><u>178 days</u></b> of student-teacher interaction time. (S/P)	<ul style="list-style-type: none"> <li>• A.C.A. § 6-10-126 (Late Arrival/Early Dismissal)</li> <li>• AMI Guidance</li> </ul>	<ul style="list-style-type: none"> <li>• Calendar should match APSCN report</li> </ul>
1-A.5.2	Except where otherwise allowed by law, each public school shall provide a planned <b><u>instructional day</u></b> that averages no less than six (6) hours per day or thirty (30) hours per week. Any day in which fewer than six (6) hours of instruction time is provide to students shall be counted as one-half ( $\frac{1}{2}$ ) of a school day if at least three (3) hours of instructional time is provided to students. Any day in which fewer than three (3) hours of instructional time is provided to students shall not be counted as part of a school day. (S/P)	• A.C.A. § 6-16-102	<ul style="list-style-type: none"> <li>• Daily/Building Schedules</li> <li>• Check of early release days</li> </ul>



1-A.6	Each public school district shall comply with the laws of the State of Arkansas and the rules of the Department regarding <b><u>class size and teaching load</u></b> . (D/P)	<ul style="list-style-type: none"> <li>• Act 979 of 2019</li> <li>• ADE Rules Governing Class Size and Teaching Load</li> </ul>	<ul style="list-style-type: none"> <li>• Large Group Instruction: PE 5-12, Instrumental/Vocal Music 5-12, General Music 7-12, JROTC, Non-academic (all 999-- codes or class size limit in CCMS=999)</li> </ul>
1-A.7	Each public school district shall <b><u>adopt instructional material</u></b> consistent with the public school district's curriculum and the Arkansas Academic Standards and educational goals established by the State Board of Education in accordance with the laws of the State of Arkansas and the rules of the Department. (D/P)	<ul style="list-style-type: none"> <li>• A.C.A. § 6-21-403</li> </ul>	<ul style="list-style-type: none"> <li>• Board minutes</li> </ul>
1-A.8	Each public school district superintendent shall submit a signed statement of assurance to the Department verifying that the district is <b><u>providing all necessary instructional materials</u></b> to each student without cost to the student. (D/P)	<ul style="list-style-type: none"> <li>• A.C.A. § 6-21-403</li> </ul>	
<b>Standard 1-B Academic Policies</b>			
1-B.1	Each public school district shall engage parents, staff and students in the adoption or review of the <b><u>written discipline policies</u></b> , including a code of student behavior, in accordance with the laws of the State of Arkansas and the rules of the Department. The public school district shall notify the parent(s) or guardian and students of the rules and procedures by which the school is governed and require a signed acknowledgement from the parent(s) or guardian that they have received the school's discipline policies. (D/C)	<ul style="list-style-type: none"> <li>• A.C.A. § 6-18-503</li> </ul>	<ul style="list-style-type: none"> <li>• Signed acknowledgements</li> </ul>
1-B.2	Annually by August 1, each public school district shall <b><u>post its written discipline policies</u></b> on the district website under State Required Information (D/C)		<ul style="list-style-type: none"> <li>• Website</li> </ul>

1-B.3	Each public school district shall comply with the laws of the State of Arkansas and the rules of the Department regarding <b><u>nutrition and physical activity</u></b> standards. (D/C)	<ul style="list-style-type: none"> <li>• A.C.A. § 6-16-132</li> <li>• A.C.A. § 20-7-135</li> <li>• Act 641 of 2019</li> <li>• ADE Rules Governing Nutrition and Physical Activity Standards and Body Mass Index</li> </ul>	
1-B.4	Each public school district shall comply with any requirements of the <b><u>Arkansas Educational Support and Accountability Act</u></b> placed on the public school or public school district. (D/P)	<ul style="list-style-type: none"> <li>• A.C.A. § 6-15-2914</li> <li>• Act 83 of 2019</li> <li>• Act 930 of 2017</li> </ul>	
<b>Standard 1-C Student Performance</b>			
1-C.1	Each public school district must comply with the laws of the State of Arkansas and the rules of the Department regarding the <b><u>statewide assessment system</u></b> . (D/P)	• A.C.A.. § 6-15-2907	
1-C.1.1	Each public school shall <b><u>assess at least 95%</u></b> of its students on the annual statewide student assessment (S/C)	• A.C.A.. § 6-15-2907(e)	
1-C.1.2	Selected public schools shall participate in any and all components of the <b><u>National Assessment of Educational Progress (NAEP)</u></b> . (S/C)	• A.C.A. § 6-15-2707(g)	
1-C.2	Each public school district shall adopt <b><u>graduation requirements</u></b> in accordance with the laws of the State of Arkansas and the rules of the Department and include the graduation requirements in the student handbook. (D/P)		• District Policy
1-C.2.1	Each public school district shall maintain <b><u>accurate student records</u></b> including graduation requirements. (D/P)	<ul style="list-style-type: none"> <li>• A.C.A. § 6-18-213</li> <li>• ADE Rules Governing Student Permanent Records</li> </ul>	

1-C.2.2	For graduation, students must have acquired a minimum of <b><u>twenty-two (22) units of credit</u></b> as determined by the State Board of Education. (S/P)		• Check of transcripts
1-C.2.3	Beginning with 2018-2019, all students must pass the <b><u>Arkansas civics exam</u></b> with a score of at least 60% in order to graduate. This requirement shall not apply to those students exempt by law. (S/P)	• A.C.A. § 6-16-149	
	Digital Course	• A.C.A. § 6-16-1406	
	CPR	• A.C.A. § 6-16-143	
	Dating & Violence Awareness	• A.C.A. § 6-16-1004	
	Bleeding Control Training	• A.C.A. § 6-10-133 • Act 245 of 2019	
	Digital Learning for Expelled Students	• Act 70 of 2019	

## Standard 2: Student Support Services

Standard 2-A Equitable Opportunities			
2-A.1	All policies and actions of a public school district's board of directors shall be <b>nondiscriminatory</b> and shall be in accordance with state and federal laws and the rules of the Department. (D/P)	• A.C.A. § 6-10-114	
2-A.1.1	Each public school district shall file an accurate and timely <b>Equity Compliance Report</b> by October 15 of each year. (D/P)	• A.C.A. § 6-10-111	
2-A.3	The board of directors, administrators and employees of a public school district shall not knowingly authorize the participation of students in events or activities held at a location where some students would be excluded or not given equal treatment because of the student's race, national origin or ethnic background. (D/P)	• A.C.A. § 6-10-114	
2-B.1	Each public school district board of directors shall adopt a <b>student attendance policy</b> and include the attendance policy in the student handbook. (D/C)	• A.C.A. § 6-18-209	• Website
2-B.2	Each public school shall maintain <b>accurate student attendance records</b> in a format prescribed by the Department. (D/P)	• A.C.A. § 6-18-213	• Cycle Report
2-B.3	Each public school shall not admit any student who has not been age-appropriately <b>immunized</b> as required by state and federal laws and rules. (S/C)	• A.C.A. § 6-18-702	
Standard 2-C Student Support Services Plan			
2-C.1	Each public school district shall develop and implement a written plan for providing <b>student services</b> to all students in the public school system in accordance with the laws of the State of Arkansas and the rules of the Department. By August 1, the written plan shall be posted on the district website under State Required Information. (D/C)	• A.C.A. 6-18-1001 • Act 190 of 2019	• 2019-20 will be a transition year for the new plan  • Website
2-C.2	Each public school district shall provide a developmentally appropriate <b>guidance program</b> to aid students in educational, personal/social and career development. (D/C)	• A.C.A. 6-18-1001 • Act 190 of 2019	

### Standard 2-D Media Center for Student Support

2-D.1	Each public school district shall annually budget and expend sufficient resources to purchase and maintain an <b><u>appropriate balance of print, non-print and electronic media</u></b> that is adequate in quality and quantity to meet the academic standards for all students. (D/C)	• A.C.A. § 6-25-103	• Interview teachers and students
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### Standard 2-E Health and Safety Services

2-E.1	Each public school district shall provide a <b><u>health services program</u></b> under the direction of a licensed registered nurse in accordance with the laws of the State of Arkansas and the rules of the Department. (D/C)	• A.C.A. § 6-18-706	
2-E.2	Each public school and public school district shall maintain appropriate materials and expertise to reasonably ensure the <b><u>safety of students, employees and visitors.</u></b> (D/C)	• A.C.A. § 6-15-1303	

### Standard 2-F Special Education Services

2-F.1	All public school district personnel, teachers and administrators must comply with the <b><u>Individuals with Disabilities Education Act</u></b> (IDEA), 20 U.S.C. §1400 et seq., its implementing regulations at 34 C.F.R. Part 300, Ark. Code Ann. § 6-41-101 et seq., the laws of the State of Arkansas and the rules of the Department. (D/P)	• A.C.A. § 6-41-201	
2-F.2	Each public school district shall offer a full continuum of <b><u>special education services</u></b> as required by the Individuals with Disabilities Education Act (IDEA), 20 U.S.C. §1400 et seq., its implementing regulations at 34 C.F.R. Part 300, Ark. Code Ann. § 6-41-101 et seq., the laws of the State of Arkansas and the rules of the Department (D/P)		

### Standard 2-G Gifted and Talented Services

2-G.1	Each public school district shall provide <b><u>gifted and talented services</u></b> in accordance with the laws of the State of Arkansas and the rules of the Department. (D/C)	• A.C.A. § 6-42-102	Job Code = 3050; GT courses do not have to be scheduled
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Standard 2-H Dyslexia Services			
2-H.1	Each public school district shall provide screening and intervention for <b><u>dyslexia</u></b> in accordance with the laws of the State of Arkansas and the rules of the Department. (D/P)	• A.C.A. § 6-41-603--605	• Evidence of screening
2-H.2	Each public school district shall comply with the annual <b><u>dyslexia</u></b> reporting as required by Ark. Code Ann. § 6-41-606. (D/P)	• A.C.A. § 6-41-606	• Number of students identified
Standard 2-I Alternative Education Services			
2-I.1	Each public school district shall provide appropriate <b><u>alternative programs</u></b> for students who are identified as required such programs to continue their education. (D/C)	• A.C.A. § 6-48-102	• Approved ALE program
Standard 2-J English Language Services			
2-J.1	Each school shall conduct a <b><u>home language usage survey</u></b> for each student upon the student's initial enrollment to identify students that need to be screened for English for Speakers of other Language Services. (S/C)	• ESSA Section 3301	• Evidence of home language usage survey
2-J.2	Each public school district shall offer a <b><u>Language Instruction Educational Program</u></b> for identified English Learners in accordance with the laws of the State of Arkansas and the rules of the Department. (S/C)	• 20 U.S.C. §6801 et seq.	• Number of identified EL students  • Evidence of program

## Standard 3: District Operation and Fiscal Governance

Standard 3-A Operating Policies, Procedures and Training			
3-A.1	Each public school district board of directors shall adopt and update written <b><u>policies for the fiscal operation</u></b> of the school district in accordance with the laws of the State of Arkansas and the rules of the Department. By August 1, the written policies shall be posed on the district website under State Required Information. (D/C)	• A.C.A. § 6-10-124	• Website
3-A.2	Each public school district shall adopt written <b><u>personnel policies</u></b> , including the teacher salary schedule. By August 1, the written policies shall be posted on the district website under State Required Information. (D/C)	• A.C.A. § 6-17-201	• Website
3-A.3	Each public school district submit accurate and <b><u>timely reports</u></b> deemed necessary to assure compliance with federal and state law and the rules of the Department, as requested. (D/C)	• A.C.A. § 6-10-129	
3-A.4	Each public school district shall ensure compliance with the financial accounting and reporting and <b><u>annual training requirements</u></b> required by the laws of the State of Arkansas and the rules of the Department. (D/C)	• A.C.A. § 6-20-2304	
3-A.5	Each public school district shall employ a <b><u>general business manager</u></b> responsible for the fiscal operations of the school district. (D/C)	• A.C.A. § 6-15-2302	
3-A.6	Each member of a public school district <b><u>board of directors shall receive annual training</u></b> in accordance with the laws of the State of Arkansas and the rules of the Department. A statement of the hours of training and instruction received by each board member for the preceding year shall be included in the annual school performance report required by the laws of the State of Arkansas. (D/C)	• A.C.A. § 6-13-629 • Act 168 of 2019	• Cycle Report
3-A.7	Each public school district superintendent shall file a written <b><u>statement of assurance</u></b> annually by October 1 in accordance with the laws of the State of Arkansas and the rules of the Department. (D/C)	• A.C.A. § 6-15-202	• SFA

3-A.8	Except where otherwise allowed by law, each public school district shall comply with the Standards for Accreditation without using <b><u>national school lunch categorical funds.</u></b> (D/C)	• A.C.A.. § 6-20-2305	
3-A.9	By August 1, each public school district shall post all <b><u>student handbooks</u></b> on the district website under State Required Information. (D/C)		• Website
3-A.10	Each public school district which has not obtained full and complete <b><u>unitary status</u></b> and has not been released from court supervised desegregation obligations shall seek to obtain a declaration of full and complete unitary status and release from all court supervision from the federal courts. (D/P)		
3-A.10.1	Beginning September 15 of each year, any public school district identified in Section 3-A.10 shall submit written quarterly reports to the Department detailing the district's outstanding <b><u>desegregation obligations</u></b> and the district's efforts towards obtaining full unitary status and release from court supervision. The detailed plan shall include the district's progress towards meeting its obligations and timelines for reaching a determination of full unitary status and release from court supervision.		
3-A.10.2	If the Department is unable to verify the public school district's efforts to <b><u>comply with the submitted detailed plan</u></b> required by these Rules, the Department shall recommend to the State Board of Education whether the public school district should be placed on Accredited - Probation status in accordance with these Rules.		
<b>Standard 3-B School-Level Improvement Plans and Reporting</b>			
3-B.1	Each public school in Arkansas shall develop, with appropriate staff and community participation, a <b><u>school-level improvement plan.</u></b> School goals shall be compatible with district, state and national educational goals and shall address local needs in accordance with the laws of the State of Arkansas and the rules of the Department. The school-level improvement plans must be approved by the district and school board and posted to the district website under State Required Information by August 1. (D/C)	• A.C.A.. § 6-15-2814 • Act 83 of 2019	• Website



3-B.2	By October 15, each public school district board of directors shall systematically and, at least annually, explain its policies, programs and goals to the community in a <b>public meeting</b> that provides opportunities for parents and other members of the community to ask questions and make suggestions concerning the school program in accordance with the laws of the State of Arkansas and the rules of the Department. The report shall detail the progress of the district and schools toward accomplishing program goals, accreditation standards and proposals to correct deficiencies. The report shall be made available to the public and the public shall be notified of the meeting. (D/C)	• A.C.A.. § 6-15-2006	
3-B.10.1	The <b>annual report to the public</b> shall be posted on the district website under State Required Information no later than 10 days after the public meeting is held. (D/C)		• Website

### Standard 3-C Maintenance of Records and Reports

3-C.1	Each public school and public school district shall develop and implement a <b><u>records retention policy</u></b> that retains all reports and records necessary for effective planning, operation and education in accordance with the laws of the State of Arkansas and the rules of the Department. (D/C)	• A.C.A. § 6-20-2206	•Written district policy
3-C.2	Each public school and public school district shall maintain <b><u>permanent student records</u></b> in accordance with the laws of the State of Arkansas and the rules of the Department. (D/C)	• A.C.A. § 6-18-901	

### Standard 3-D Food Service

3-D.1	Each public school district shall provide <b><u>food services</u></b> in accordance with federal and state laws and the rules of the Department. (D/C)	• A.C.A. § 6-20-701	
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## Standard 4: Human Capital

### Standard 4-A Background Checks

4-A.1	Each public school district shall not employ personnel, whether licensed or non-licensed, who have not successfully completed <b><u>background checks</u></b> in accordance with the laws of the State of Arkansas and the rules of the Department. (D/C)	• A.C.A. § 6-17-410--414	
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### Standard 4-B Superintendent

4-B.1	Each public school district shall employ a full-time <b><u>superintendent</u></b> to oversee all operations of the public school district. (D/P)	• A.C.A. § 6-13-109	
4-B.2	Each public school district <b><u>superintendent shall meet the licensure requirements</u></b> in accordance with the laws of the State of Arkansas and the rules of the Department unless the public school district has an approved waiver in accordance with the laws of the State of Arkansas and the rules of the Department. (D/C)	• A.C.A. § 6-17-427	

### Standard 4-C Principals

4-C.1	Each public school shall employ at least a half-time <b><u>principal</u></b> . A full-time principal shall be employed when a public school's enrollment reaches three hundred (300). A public school district superintendent may be permitted to serve as a half-time principal when district enrollment is less than 300 providing the superintendent is appropriately certified and is not already teaching classes. Schools with an enrollment exceeding five hundred (500) shall employ at least one full-time principal and a half-time assistant principal, instructional supervisor or curriculum specialist. (D/P)	• A.C.A. § 6-17-302	
4-C.2	Each public school district shall employ public school <b><u>principals that meet the licensure requirements</u></b> in accordance with the laws of the state of Arkansas and the rules of the Department unless the public school district has an approved waiver in accordance with the laws of the State of Arkansas and the rules of the Department.	• A.C.A. § 6-17-302	• Evidence of letters sent to parents regarding long-term subs or non-certified teachers

### Standard 4-D Teachers

4-D.1	Each public school district shall employ classroom teachers that meet the <b><u>licensure requirements</u></b> in accordance with the laws of the State of Arkansas and the rules of the Department or are teaching under an approve waiver in accordance with the laws of the State of Arkansas and the rules of the Department.	• A.C.A. § 6-15-1004	
4-D.2	Each public school district shall not employ an individual, including as a substitute teacher whether directly employed by the school or through a teaching services contract, whose <b><u>license</u></b> has been suspended or revoked by the State Board of Education for a disqualifying offense or those, licensed or unlicensed individuals, who have been sanctioned for an ethical violation in accordance with the laws of the State of Arkansas and the rules of the Department.	• A.C.A. § 6-17-309	
4-D.3	Each public school district must comply with the <b><u>Right to Read Act</u></b> , codified in Ark. Code Ann. § 6-17-429, with regards to the hiring of teacher who demonstrate proficiency in knowledge and practices of scientifid rerading instruction.	• A.C.A. § 6-17-429	

### Standard 4-E Guidance Counselors

4-E.1	Each public school district shall employ <b><u>guidance counselors</u></b> that meet the licensure requirements in accordance with the laws of the State of Arkansas and the rules of the Department or are working under an approved waiver in accordance with the laws of the State of Arkansas and the rules of the Department. (D/C)		
4-E.2	Each public school district shall have a student/guidance <b><u>counselor ratio</u></b> of no more than one to 450 students. (D/P)		

### Standard 4-F Library Media Specialists

4-F.1	Each public school district shall employ <b><u>library media specialists</u></b> that meet the licensure requirements in accordance with the laws of the State of Arkansas and the rules of the Department or are working under an approved waiver in accordance with the laws of the State of Arkansas and the rules of the Department. (D/C)	• A.C.A. § 6-25-103	
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4-F.2	Public schools with fewer than three hundred (300) students shall employ at least one half-time <b><u>library media specialist</u></b> . Public schools with three hundred (300) or more students shall employ at least one full-time library media specialist. Schools enrolling fifteen hundred (1,500) or more students shall employ at least two full-time library media specialists. (S/P)		
<b>Standard 4-G Professional Development</b>			
4-G.1	Teachers and administrators must comply with the laws of the State of Arkansas and the rules of the Department regarding <b><u>professional development</u></b> . (D/C)	<ul style="list-style-type: none"> <li>• A.C.A. § 6-15-1703</li> <li>• A.C.A. § 6-17-701</li> <li>• A.C.A. § 6-17-710</li> </ul>	
4-G.2	Each public school district shall provide provide <b><u>professional development in scientific reading instruction</u></b> in compliance with the Right to Read Act, codified in Ark. Code Ann. § 6-17-429. (D/P)	<ul style="list-style-type: none"> <li>• A.C.A. § 6-17-429</li> </ul>	

## Standard 5: Stakeholder Communication

### Standard 5-A Stakeholder Communication/ Family and Community Engagement

5-A.1	Each public school district shall have a <b><u>written plan for parent, family and community engagement</u></b> , including the scheduling of at least two (2) parent-teacher conferences each year, in accordance with the laws of the State of Arkansas and the rules of the Department. By October 1, the plan shall be posted on the district website under State Required Information. (D/C)	• A.C.A. § 6-15-1702	• Website
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## Standard 6: Facilities and Equipment

### Standard 6-A Facilities and Transportation

6-A.1	Each public school district shall plan, construct and <u>maintain school facilities</u> in accordance with federal laws, the laws of the State of Arkansas and the rules of the Arkansas Division of Public School Academic Facilities and Transportation. (D/C)	<ul style="list-style-type: none"><li>• A.C.A. § 6-21-112</li></ul>	
6-A.2	Each public school district shall adopt and implement <u>school safety policies</u> and procedures in accordance with the laws of the State of Arkansas and the rules of the Department. (D/P)	<ul style="list-style-type: none"><li>• A.C.A. § 6-15-1303</li><li>• A.C.A. § 6-10-121 (Tornado)</li><li>• A.C.A. § 12-13-109 (Fire)</li><li>• A.C.A. § 6-15-1302 (Emergency Plan/Alert Button)</li></ul>	